

BUDGET LETTER

NUMBER: 02-17

SUBJECT: UPDATING CAPITAL OUTLAY FISCAL IMPACT
WORKSHEETS FOR LEGISLATIVE CHANGES

DATE ISSUED: JULY 3, 2002

REFERENCES:

SUPERSEDES: BL 01-20

TO: Agency Secretaries
Department Directors
Departmental Budget Officers
Departmental Accounting Officers
Department of Finance Budget Staff

FROM: DEPARTMENT OF FINANCE

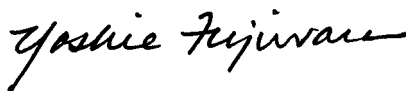
For each department with a Capital Outlay program, the Budget Officer is requested to forward a copy of this Budget Letter to its facility manager.

The Department of Finance (Finance) tracks capital outlay projects through the Capital Outlay Project Tracking Systems (COPTS). Currently, COPTS reflects the January 10, 2002, Governor's Budget and any Finance Letters approved by the Administration based on Fiscal Impact Worksheets (FIWs) submitted by departments to date.

Updates to COPTS are now required to reflect legislative changes to capital outlay projects and any base vetoes. The changes include legislative augmentations for new capital outlay projects resulting from either subcommittee hearings or budget conference committee actions that are sustained by the Governor. Departments are to reflect any legislative change(s) (adjustments to, additions, or deletions of projects) in the "Net Legis. Change" column of the FIWs. In addition, Governor's vetoes (either vetoes of legislative augmentations or Administration's proposals) are to be reflected in the "Special Action" column of the FIWs.

Departments must submit an electronic version (disk or e-mail) of FIWs to reflect these changes to capital outlay projects no later than 30 days after Budget enactment.

If you have any questions regarding this requirement, please contact your Finance Capital Outlay budget analyst at (916) 445-9694.



Yoshie Fujiwara
Program Budget Manager

Upcoming Finance Lettters

- Initial Past Year Schedule 10s
- Late Payment Penalty Interest Rates
- Changes to General Statewide Sections
- Expenditure Authorization Controls